

Yadkin County Board of Commissioners
Minutes from Recessed Meeting
(With Department Heads)
June 11, 2007

Members present

Kim Clark Phillips- Chairman
Tommy Garner - Vice-Chairman
Chad Wagoner - Commissioner
Joel Cornelius - Commissioner
Brady Wooten - Commissioner

Other Staff Present

Eric Williams – County Manager
Gina Brown – Clerk to the Board
Sheron Church – Finance Director
Cheri Cranfill – Solid Waste Director

Representing the Sheriff's Office/Jail

Mike Cain - Sheriff
Danny Widener - Major
Tom Helms - Lieutenant

Representing Communications

David Matthews – Director

Representing Emergency Management

Dale Trivette – Emergency Management
Brent Hawks – Emergency Medical

Representing Inspections

Gary Hayes – Inspections Director

Representing Fire Marshal

Eddie Weatherman – Yadkin Fire Marshal

Representing Tax Administration/Land Records

Phyllis Adams – Tax Administration Director
Chris Shugart – IT Director

Chair Phillips called the meeting back to order at 6:35pm.

GENERAL UPDATES/ANNOUNCEMENTS:

Chair Phillips would like to add Register of Deeds, Arts Council, Board of Elections, and Northwestern Regional Library to the budget work sessions scheduled for Wednesday, June 20. Manager Williams will arrange for those directors to meet with the Board on that date.

County Manager Williams provided the Board with a copy of a draft letter to be sent to Yadkin County Schools in regards to charges for waste disposal. After brief discussion, the Board provided approval of the letter.

Cheri Cranfill, Solid Waste Director, provided a draft letter to be sent to all property owners concerning the new household fee for bagged trash. After brief discussion, the Board provided approval of the letter.

BUDGET MEETINGS WITH DEPARTMENT HEADS AND STAFF:

Sheriff's Office:

Biggest concern for this year's budget is financing for vehicles and some minor construction costs. The Sheriff's office is asking for 8 vehicles for replacement. The office is in need of a new roof and other minor structural needs.

Commissioner Cornelius asked how the department estimated their fuel needs.

Major Widener reported that last year's cost + 5% was used as an estimate.

However, the department will max out on this year's budget even with parking the vehicles 15 minutes of every hour. Manager Williams reported on the current system of fueling using the "Fuel Man Contract". Manager Williams reported that the contract will soon be up for renegotiation. After some discussion, the Board tentatively agreed on 7 vehicles. However, no official budget action was taken.

Communications:

David Matthews, Communications Director, reported that 95% of his budget is in salaries. There are some concerns with overtime pay versus compensatory time. Some discussion followed concerning county policy for time worked over 40 hours. However, Director Matthews reported that his department does not work the standard Monday – Friday 8-5 work schedule. The Communications staff work 48 hours one week and 36 the next. County policy of overtime should not be applied by the same rules in this particular department. County Manager Williams agreed to explore this concern once the budget is in place. A second concern is that there is no compensation from the municipalities for dispatching service. Manager Williams believed this is worthy of a serious conversation at some point in the future.

Jail:

No new positions are being requested. Food and provisions are the major concern of this budget. The Yadkin County Jail had used Emergency Room services for medical concerns in the past but the cost was prohibitive. Recently, the Jail had contracted with Southeastern Service Group to provide medical attention. This South Carolina company is not renewing the contract as they have no other interests in North Carolina. Jail staff is currently discussing an arrangement with Hoots Memorial Hospital to provide the medical service. Stokes Reynolds Memorial Hospital provides a similar service for the Stokes County Jail and both hospitals are owned by the same entity. Negotiations and discussions are ongoing.

Chair Phillips called for a break at 8:00pm. Meeting reconvened at 8:10.

Emergency Medical Service/Emergency Management:

County Manager Williams proposed a new outpost in the West Yadkin area utilizing a building already owned by the County with only minor structural needs. The new outpost would require 2 new employees and 1 remounted ambulance. In addition, the department requested 1 new ambulance at approximately \$75,000. Emergency Medical Service Director, Brent Hawks, is more concerned with part-time salaries of employees. Part-time staff has not received COLA increases for several years and salaries are way behind market rate. It had been estimated that part-time staff would need a 17% increase to have a competitive rate as compared with surrounding counties. Director Hawks also noted that there is a local shortage of paramedics making it even harder for Yadkin County to compete

for qualified employees. Director Hawks specifically acknowledged that Yadkin County Emergency Medical Services are projected to recover 46¢ of every \$1.00 spent.

Manager Williams also proposed a restructuring of the department placing Emergency Medical Services and the Fire Marshal under the direct supervision of the Emergency Management Department. Fire Marshal Weatherman, EMS Director Hawks, and Emergency Management Director Trivette would remain in their current positions with current titles and salaries. This proposal would be organizational only and have these department heads reporting to Emergency Management rather than directly to the County Manager.

Fire Marshal:

In addition to a supervisory change, the Fire Marshal's office would surrender the responsibility for routine fire inspections. These inspections would become the responsibility of the Inspections and Permitting Department. Routine building and fire inspections on facilities such as schools and nursing homes could then be completed with 1 staff person trained in both areas as opposed to 2 different inspectors completing similar tasks.

Fire Marshal Weatherman reported that he could not continue to maintain the responsibilities of the Fire Marshal's Office as a 1-man operation. Fire Marshal Weatherman reported that the scope of his duties prevent him from staying current on inspections. He asked the Board to consider the personal and financial liability in the event of a major accident in Yadkin County. Fire Marshal Weatherman further reported that he could serve jail time for failing to complete inspections properly and timely. Restructuring fire inspections under the Inspections and Permitting Department is one way to alleviate some of the burden. This department also asked for part-time clerical assistance.

Paid personnel was also requested for various 'volunteer' fire departments in the county. West Yadkin District requested a 1 ¼% increase in the fire tax rate for their district making them the highest base rate in the county.

Fire Marshal's office is requesting a 4-wheel drive truck to pull the Mobile Command Unit. At this time, the office is using borrowed vehicles from various staff. Fire Marshal Weatherman proposed a Chevrolet 3500 because of its towing and heavy duty capacity.

Commissioner Wagoner commented that fire and rescue workers, volunteer and paid, are not recognized enough for their contribution and stated his appreciation for their dedication and service.

Inspections and Permitting

There are no major budget issues for this department. The main area of concern is the restructure to include one building *and* fire inspector under the direction of this department.

Chair Phillips called for a break at 9:50. Meeting resumed at 9:57.

Tax Administration

County Manager Williams and IT Director, Chris Shugart, provided a video demonstration for equipment requested by this department. The equipment is called the Mobile Video Project and would allow for tax evaluation from a mobile unit. It would incorporate mapping, comparison of similar properties, and allow for viewing of value-added upgrades on properties. Estimated cost for this system is \$50,000. The majority of the staff is already in place to manage this new equipment but would require 1 additional staff person.

Tax Administration Director, Phyllis Adams, reported a revenue budget projection of 96% on real and personal property collections.

Land Records

County Manager Williams is proposing that Land Records become the charge of the Tax Administration Office. This will not change salary or title for John Bridgers, Director of Land Records, it will only change the supervisory chain of command. There were no other budget concerns for this department.

ADDITIONAL BUDGET DISCUSSION

Commissioner Wooten asked Tax Administrator Adams to comment on the aggressive nature of the debt models. Administrator Adams stated that she could not make a comment in that regard as her expertise is not in financial management. Some discussion followed concerning the term "too aggressive". Commissioner Wooten suggested a closer look at projected revenues and ways to reduce general fund expenditures.

Commissioner Wooten made a motion to adjourn until Monday, June 18, 2007. Commissioner Cornelius second.

Vote: 5/0

Meeting adjourned at 11:00pm.

Prepared and Approved by Clerk to the Board